DEPARTMENT (	OF
TRANSPORTAT	TION
U.S. COAST GU	IARD
CG-3303C-23	(REV. 11-94)

## RECORD OF MILITARY REQUIREMENTS (MRN)

## **INSTRUCTIONS**

Record of Military Requirements shall be completed for enlisted personnel of the Coast Guard and Coast Guard Reserve as outlined in the Enlisted Qualifications Manual COMDTINST M1414.8 (series). As proficiency in each Military Requirement is demonstrated, the DATE and INITIALS column shall be completed. Personnel are required to demonstrate proficiency in all new qualifications. Qualifications previously demonstrated, dated and initialed off will not be re-certified.

Prior to commencement of ADT, the member's Reserve Unit shall indicate, by circling in red, those qualifications, which cannot be completed during inactive duty and should be completed on ADT.

Title	Abbreviation
MILITARY REQUIREMENT	MRN
Date Completed all Military Requirements for Rate Level E-2	
NAME (Last, First, Middle Initial)	SOCIAL SECURITY #

SIGNATURE OF SUPERVISOR					
DATE	NAME/SIGNATURE	INITIALS	RATE		UNIT
REMARKS					
NAME (Last, Fir	st, Middle Initial)				SOCIAL SECURITY #

MILITARY REQUIREMENTS (MRN)	INIT	DATE
PERFORMANCE BASE QUALIFICATIONS FOR E-2		
A. COURTESIES, DRILLS AND CEREMONIES		
2.01 Render a hand salute in accordance with the Marine Corps Drill and Ceremonies Manual COMDTINST M5060.11 (series).		
2.02 Execute a rifle salute at order arms, trail arms, and right shoulder arms in accordance with the Marine Corps Drill and Ceremonies Manual COMDTINST M5060.11 (series).		
2.03 In accordance with the Marine Corps Drill and Ceremonies Manual CONDTINST M5060.11 (series), participate as a member of a colors team in a demonstration of the following flag procedures:		
<ul> <li>a. hoisting the National Ensign</li> <li>b. hoisting the National Ensign to half mast</li> <li>c. lowering the National Ensign</li> <li>d. lowering the National Ensign from half mast</li> <li>e. folding the National Ensign</li> <li>f. hoisting the Coast Guard Ensign</li> <li>g. lowering the Coast Guard Ensign</li> <li>h. folding the Coast Guard Ensign</li> <li>i. hoisting the Jack</li> <li>j. lowering the Jack</li> </ul>		
2.04 In accordance with The Coast Guardsman's Manual (Current Edition), and United States Coast Regulations CONDTINST M5000.3 (series), participate in a demonstration of or simulate the following saluting rules:		
<ul> <li>a. when left handed saluting is allowed</li> <li>b. when running by an officer</li> <li>c. when passing an officer</li> <li>d. when accompanying an officer</li> <li>e. when an officer or enlisted person's hands are occupied</li> <li>f. on a ship and meeting the CO</li> <li>g. on a ship and meeting any of the ship's officers</li> <li>h. part of a work detail</li> </ul>		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
<ul> <li>2.05 In accordance with Flags, Pennants and Customs NTP 13 (series), participate in a demonstration of or simulate the military courtesies rendered during colors under the following conditions:</li> <li>a. standing in ranks</li> <li>b. in uniform and covered</li> <li>c. in uniform and uncovered but not in ranks</li> <li>d. outdoors, flag in view</li> <li>e. outdoors, flag not in view</li> <li>f. outdoors under a covering, in uniform, and covered</li> <li>g. outdoors under a covering, in uniform, and not covered</li> <li>h. in a vehicle when traffic safety permits halting the vehicle</li> </ul>		
<ul> <li>i. in a boat</li> <li>j. in civilian clothes</li> </ul> 2.06 State the military courtesies rendered when boarding and leaving a vessel in accordance with Regulations 1985 (CG) C0MDTINST M5000.3 (series)		
2.07 State the quarterdeck rules and the definition of a quarterdeck in accordance with Regulations 1985 (CG) COMDTINST MS000.3 (series) and The Coast Guardsman's Manual (current edition).		
<ul> <li>2.08 In accordance with the Personnel Manual COMDTINST M1000.6 (series) and The Coast Guardsman's Manual, participate in a demonstration regarding the manner of addressing the following personnel:</li> <li>a. non-rated personnel</li> <li>b. petty officers</li> <li>c. chief petty officers</li> <li>d. warrant officers</li> <li>e. junior officers</li> <li>f. senior officers</li> <li>g. flag officers</li> <li>h. the Commandant</li> </ul>		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.09 In accordance with Flags, Pennants and Customs NTP 13 (series), participate in a demonstration of or simulate the military courtesies rendered to the National Ensign and Anthem in the following situations:		
<ul> <li>a. Anthem played outdoors, flag not displayed</li> <li>b. Anthem played outdoors, flag in view</li> <li>c. Anthem played outdoors, flag not in view</li> <li>d. Flag ceremony inside a building</li> </ul>		
<ul> <li>e. Pledge of Allegiance when covered and in uniform</li> <li>f. Pledge of Allegiance when uncovered and in uniform</li> <li>g. Anthem played inside a building, flag not displayed</li> </ul>		
h. Flag passing in parade  2.10 In accordance with the Marine Corps Drill and Ceremonies Manual COMDINST M5060.11 (series), participate in a demonstration of the following drill movements with and without arms:		
<ul> <li>a. position of attention</li> <li>b. right/left face</li> <li>c. about face</li> <li>d. half right/half left face</li> <li>e. parade rest</li> </ul>		
f. at ease g. dress right dress h. close interval dress right/left dress i. open/close ranks j. break ranks		
<ul><li>k. report front and center and post for award ceremonies</li><li>l. cover/uncover (without arms only)</li><li>m. eyes right/eyes left</li></ul>		
2.11 In accordance with the Marine Corps Drill and Ceremonies Manual COMDTINST M5060.11 (series), participate in a demonstration of the following marching movements with and without arms:		
<ul><li>a. forward march</li><li>b. right/left flank</li><li>c. double time</li><li>d. halt</li><li>e. mark time</li></ul>		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.11 (cont.)  f. half step g. right/left step h. back step i. to the rear (without weapons only) j. change step k. column left/right 1. eyes right/left m. right/left oblique		
2.12 Participate in a demonstration of the correct rifle movements of order arms, right and left shoulder arms, trail arms, port arms, and present arms in accordance with the Marine Corps Drill and Ceremonies Manual COMDTINST M5060.11 (series).		
B. MILITARY JUSTICE AND CODE OF CONDUCT		
2.01 State the authority of the shore patrol/military police and the services they provide in accordance with the Coast Guardsman's Manual.		
2.02 Complete the requirements of Article 137 of the Uniform Code of Military Justice (Title 10 U.S. Code Chapter 47).		
2.03 State the difference between administrative corrective measures, non-judicial punishment (NJP) and courts-martial as outlined in the Military Justice Manual COMDTINST M5810.1 (series).		
2.04 As presented in the Personnel Manual COMDTINST MI000.6 (series), label a picture of each of the following U.S. Armed Forces identification cards:		
a. active duty b. reserve c. retired d. dependent (active and reserve)		
2.05 State the purpose of non-judicial punishment in accordance with the Military Justice Manual COMDTINST M5810.1 (series).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
C. INTERNATIONAL ACTIVITIES		
NONE.		
D. SECURITY REGULATIONS		
2.01 State the definition of a compromise of classified material and state how it may be prevented as outlined in the Information Security Program CQMDTINST M5510.21 and Communications Manual COMDTINST M2000.3 (series).		
2.02 State the procedures to use upon discovering classified material which has been left unguarded, misplaced, or not properly secured as outlined in the Information Security Program COMDTINST M5510.21 and Communications Manual COMDTINST M2000.3 (series).		
2.03 DEFINE each term listed below in accordance with the Information Security Program COMDTINST M5510.21 and Communications Manual COMDTINST M2000.3 (series).		
<ul> <li>a. "top secret"</li> <li>b. "secret"</li> <li>c. "confidential"</li> <li>d. "for official use only (FOUO)"</li> <li>e. "encrypted for transmission only"</li> </ul>		
2.04 List the personal information which can be released without the member's consent in accordance with Privacy (Coast Guard) and Freedom of Information Acts Manual COMDTINST 5260.3 (series). (E-8 ??)		
E. BOAT AND DECK SEAMANSHIP		
2.01 In accordance with the Boat Crew Qualifications Guide - Vol. I - Boat Crewman COMDTINST M16114.10 (series) and The Coast Guardsman's Manual (current edition), locate the following shipboard structures, deck fittings, components and directions:		
a. frame b. longitudinal c. stem		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.01 (cont.)		
d. bulkhead		
e. deck		
f. hatch		
g. door		
h. scuttle		
i. stanchion		
j. cleat		
k. bow		
I. stern		
m. port		
n. starboard		
o. ladder		
p. brow		
q. ground tackle		
r. capstan		
s. chock		
t. bitts		
u. bollards		
v. jackstaff/flagstaff		
w. superstructure		
x. forecastle (fo'c'sle)		
y. fantail		
z. athwartship		
aa. outboard		
ab. inboard		
ac. port/starboard bow		
ad. port/starboard quarter		
ae. windward		
af. leeward		
2.02 State the differences between relative and true bearing in accordance with		
the Boat Crew Seamanship Manual COMDTINST M16114.5 (series), The		
Coast Guardsman's Manual (current edition), American Practical Navigator		
(Pub. #9, Vol. I), and Webster's International Dictionary (unabridged).		
2.03 In accordance with Crenshaw's Naval Shiphandling Manual,		
perform/simulate the following helmsman's commands:		
a. Right/left five (ten, etc.) degrees rudder		
b. Right/left standard rudder		
c. Right/left full rudder		
d. Right/left handsomely		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
MILITARY REQUIREMENTS (MIRIN)	INII	DATE
2.03 (cont.) e. Increase your rudder todegrees f. Ease your rudderto degrees g. Meet her h. Steady/steady as you go i. Shift your rudder j. Mind your helm k. Nothing to the left/right of 1. How's your rudder m. Mark your head n. Keep her so o. Come right/left to p. Command Sir q. Hard right/left r. Steering Course, checking course		
<ul> <li>2.04 As outlined in the Boat Crew Seamanship Manual COMDTINST M16114.5 (series), list the basic duties of the following boat crew members:</li> <li>a. Coxswain</li> <li>b. Engineer</li> <li>c. Boat Crew member</li> </ul>		
<ul> <li>2.05 In accordance with the Boat Crew Seamanship Manual COMDTINST M16114.5 (series) and Ashley's Book of Knots, point to the different parts of a line, tie the following knots and state the uses of each:</li> <li>a. double Becket</li> <li>b. bowline</li> <li>c. slip clove hitch</li> <li>d. clove hitch</li> <li>e. round turn and two half hitches</li> <li>f. square (or reef) knot</li> <li>g. figure eight knot</li> <li>h. timber hitch knot (with half hitch)</li> <li>i. rolling hitch</li> </ul>		
<ul> <li>2.06 In accordance with the Boat Crew Seamanship Manual COMDTINST M16114.5 (series) upon command, participate in a demonstration of the following mooring line handling duties:</li> <li>a. surge</li> <li>b. check</li> <li>c. slack</li> </ul>		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.06 (cont.) d. secure (make off) to cleats and to bitts e. ease f. pass a stopper g. dip the eye		
<ul> <li>2.07 In accordance with the Coast Guardsman's Manual, participate in a demonstration of the following methods for stowing lines:</li> <li>a. coil down</li> <li>b. flemish</li> <li>c. fake down</li> </ul>		
2.08 Demonstrate throwing a heaving line a minimum of 50 feet in accordance with Task BCM-O1-O1-ANY of the Boat Crew Qualifications Guide - Vol. I - Boat Crewman COMDTINST M16114.10 (series), the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series) and the Navy Seaman Course(NAVEDTRA 10120-J1).		
<ul> <li>2.09 In accordance with the Boat Crew Seamanship Manual COMDTINST M16114.5 (series) and the Navy Seaman Course (NAVEDTRA 10120-J1) select the following types of line:</li> <li>a. manila</li> <li>b. cotton</li> <li>c. marlin</li> <li>d. nylon</li> <li>e. polypropylene</li> <li>f. polyester</li> </ul>		
F. UNIFORMS, MEDALS, AND AWARDS		
2.01 In accordance with Uniform Regulations (Coast Guard) COMDTINST M1020.6 (series), demonstrate the method of wearing the following uniforms:		
a. full dress blue b. service dress blue "A" c. service dress blue "B" d. undress blue e. tropical blue f. enlisted working blue		
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2.02 Demonstrate proper grooming standards in accordance with Uniform Regulations (Coast Guard) COMDTINST M1020.6 (series).		
2.03 Satisfactorily complete a seabag inspection.		
2.04 Identify pay grades E1 through E9 and the Master Chief Petty Officer of the Coast Guard by sleeve insignia and collar devices for the Coast Guard as outlined in the Personnel Manual (Coast Guard) COMDTINST M1000.6 (series).		
2.05 Identify Coast Guard officers by recognizing head gear, and identifying ranks by shoulder boards, collar devices and sleeve markings as outlined in Personnel Manual (Coast Guard) COMDTINST M1000.6 (series).	n	
2.06 In accordance with Uniform Regulations (Coast Guard) COMDTINST M1020.6 (series), select the corresponding breast insignia for the positions listed below:		
<ul> <li>a. OIC-ashore</li> <li>b. OIC-afloat</li> <li>c. CEA device</li> <li>d. Command afloat</li> <li>e. Command ashore</li> </ul>		
2.07 State the requirements for earning a Coast Guard Good Conduct Medal in accordance with the Medals and Awards Manual COMDTINST M1650.25 (series) and CG Personnel Manual C0MDTINST M1000.6 (series).		
2.08 In accordance with the Coast Guardsman's Manual and Medals and Award Manual COMDTINST M1650.25 (series) Military Medals & Ribbons by Philip K. Robles and The Coast Guardsman's Manual, select the ribbons fo the following medals:		
a. Medal of Honor b. Silver/Gold Lifesaving Medal C. CG Medal		
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G. CAREER INFORMATION		
2.01 In accordance with the Enlisted Qualifications Manual COMDTINST M1414.8 (series) and the Personnel Manual COMDTINST M1000.6 (series) and the Enlisted Billet Manual COMDTINST M5320.6K (series), state the characteristics of the following elements of the enlisted career:		
<ul> <li>a. duties of deck, engineering, and aviation ratings.</li> <li>b. pay grade structure</li> <li>c. proper path of advancement</li> <li>d. billets (shore duty, sea duty, isolated duty, and restricted duty).</li> </ul>		
2.02 State the duties of non-rated personnel in accordance with The Coast Guardsman's Manual.		
2.03 As outlined in the Training and Education Manual COMDTINST M1500.10 (series) and the Coast Guard Personnel Manual COMDTINST M1000.6 (series), state the purpose of the following:		
<ul><li>a. ASVAB testing and scoring</li><li>b. eligibility requirements for class "A" school.</li><li>c. CG Institute courses</li></ul>		
2.04 State the purpose and effects of an individual's performance evaluations as they relate to advancement, assist, and retention as outlined in the Personnel Manual COMDTINST M1000.6 (series).		
2.05 State the requirements for advancement for enlisted personnel as outlined in the Personnel Manual COMDTINST M1000.6 (series).		
2.06 As outlined in the Personnel and Pay Procedures Manual PPCINST M1000.2, state the importance of the following forms:		
<ul><li>a. Record of Emergency Data</li><li>b. Servicemen's Group Life Insurance (SGLI) Form</li></ul>		
2.07 In accordance with the Personnel Manual COMDTINST M1000.6 (series), define the following types of leave:		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.07 (cont.) a. earned b. advance c. sick d. emergency e. compensatory absences f. excess leave		
2.08 State the difference between leave and liberty as outlined in the Personnel Manual COMDTINST M10O0.6 (series).		
2.09 State the difference between advance pay and advance pay and Allowances in accordance with the U. S. Coast Pay Manual COMDTINST M7220.29 (series).		
2.10 In accordance with the U. S. Coast Guard Pay Manual COMDTINST M7220.29 (series), state the differences among the following terms and identify the eligibility requirements for each:		
<ul> <li>a. basic pay</li> <li>b. basic allowance for subsistence</li> <li>c. commuted and separate rations</li> <li>d. basic allowance for quarters</li> <li>e. variable housing allowance</li> <li>f. clothing allowance</li> </ul>		
2.11 State the contents of a Leave and Earnings Statement in accordance with the pamphlet You and Your LES COMDTPUB P7220.35 (series).		
2.12 Participate in a demonstration regarding the importance of managing and the skills necessary to manage the following elements of personal finances:		
a. budget b. direct deposit c. checking account d. credit/bank card e. deposits/withdrawals		
2.13 State the consequences of financial mismanagement in accordance with the Personnel Manual COMDTINST M1000.6 (series).		
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2.14 State the goal of the Coast Guard Drug and Alcohol Abuse Program in accordance with the Personnel Manual COMDTINST M10O0.6 (series).		
2.15 In accordance with the Personnel Manual COMDTINST M1000.6 (series), given the drug and alcohol abuse policy, define the following terms:		
<ul> <li>a. alcohol abuse</li> <li>b. drug abuse</li> <li>c. alcohol incident</li> <li>d. drug incident</li> <li>e. self referral program</li> </ul>		
2.16 State the key elements of The Commandant's Human Relations Policy Statement COMDTINST 5350.17 (series), The Commandant's Sexual Harassment Policy Statement COMDTINST 5350.18 (series) and the Standards of Conduct COMDTINST 5370.8 (series).		
2.17 State your rights and duties as a service member in accordance with Section 5.D of the Military (Coast Guard) Civil Rights Manual COMDTINST M5350.11 (series).		
2.18 Identify the key elements of the Commandant's policy on personal relationships and fraternization in accordance with the Personnel Manual COMDTINST M1000.6 (series).		
2.19 State the key elements of the Commandant's policy statement concerning rape and sexual assault reporting procedures and procedures for providing treatment to victims of rape and sexual assault in accordance with Reporting of Rape and Sexual Assault COMDTINST 1754.10 (series).		
2.20 State the key elements of the Commandant's policy statement concerning hazing in accordance with Hazing Awareness Training COMDTINST 1610.1 (series).		
2.21 In accordance with the Military (Coast Guard) Civil Rights Manual COMDTINST M5350.11 (series), state the procedures for reporting and follow-up for the following complaints:		
a. discrimination b. sexual harassment c. reprisal		
d. false accusation		
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		DATE
2.22 State the importance of safeguarding ID cards and the reporting procedures when the cards are lost/stolen in accordance with the Personnel Manual COMDTINST M1000.6 (series).		
2.23 In accordance with the Personnel Manual COMDTINST M1000.6 (series) and Title 10 U.S. Code 651, state the regulations governing the following terms:		
<ul><li>a. statutory obligation</li><li>b. release from active duty (RELAD)</li><li>c. discharge</li></ul>		
2.24 State the reasons for and consequences of the five types of discharges in accordance with the Personnel Manual COMDTINST M1000.6 (series).		
2.25 In accordance with the Personnel Manual CONDTINST MI000.6 (series), the Coast Guard Pamphlet Balancing Work and Life and the Work-Life Beneficiary Guide; state the rights, privileges, and benefits for family members regarding the following:		
<ul><li>a. Champus/Delta Dental</li><li>b. dependent I.D. Card</li><li>c. commissary/exchange privileges</li><li>d. supplemental health care insurance</li></ul>		
2.26 State the general assignment policies of the Non-Central Assignment Control (NCAC) in accordance with the Personnel Manual COMDTINST M1000.6 (series) and the Personnel and Pay Procedures Manual PPCINST M1000.2.		
2.27 State your entitlements for a Permanent Change of Station (PCS) move as outlined in the Work-Life Beneficiary Guide.		
2.28 State the services and benefits provided by the American Red Cross and Coast Guard Mutual Assistance Association as they relate to CG members in accordance with the Coast Guard Pamphlet Balancing Work and Life and the Coast Guard Mutual Assistance Beneficiary Guide.		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.29 In accordance with Montgomery G.I. Bill - Active Duty Education Assistance Program COMDTINST 1760.9 (series) and Montgomery GI Bill - Selected Reserves Educational Assistance Program COMDTINST 1001.30 (series), state the eligibility and obligation requirements to receive Montgomery G.I. Bill benefits and submit the following completed forms:		
<ul> <li>a. Statement of Understanding (Form DD-2366) (for Active Personnel)</li> <li>b. Statement of Understanding (CG Form 5482) and Notice of Basic Eligibility (NOBE)(DD Form 2384-1) (for Reservists).</li> </ul>		
H. FIRST AID		
2.01 Recognize and state the symptoms and participate in a demonstration of the treatment for shock in accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson plans, COMDTINST M6000.3 (series).		
2.02 Participate in a demonstration of the procedures for removing a person from an energized electrical source in accordance with the Emergency Care and Transportation of the Sick and Injured, Fifth Edition as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.03 In accordance with Syllabus of First Aid and Lesson Plans COMDTINST M6000.3 (series), identify the symptoms and participate in a demonstration of the treatment of the following classes of burns:		
a. first degree b. second degree c. third degree		
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2.04 Explain the precautions to be followed concerning blood borne pathogens (e.g., HIV, Hepatitis B Virus) when there is potential exposure to blood and other body fluids in accordance with the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.05 Participate in a demonstration of the preferred method of bleeding control (i.e., direct wound pressure) in accordance with current USCG EMT Protocols, March 1992, and Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans, COMU INST M6000.3(series).		
2.06 Participate in a demonstration of the second preferred method of bleeding control (i.e., pressure point control 11 points), in accordance with current USCG EMT Protocols, March 1992, and Emergency Car and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans, COMDTINST M6000.3 (series).		
2.07 Participate in a demonstration of the least desirable method of bleeding control (i.e., a tourniquet) in accordance with current USCG EMG Protocols, March 1992, and Emergency care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans, COMU INST M6000.3 (series).		
2.08 State the symptoms and participate in a demonstration of the treatment for pulmonary arrest in accordance with the Emergency care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6OOO.3 (series).		
2.09 Participate in a demonstration of mouth-to-mouth resuscitation in accordance with current American Red Cross or American Heart Association standards for the following:		
a. infant b. child c. adult		
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2.10 Participate in a demonstration of cardio-pulmonary resuscitation in accordance with current American Red Cross or American Heart Association standards for the following:		
a. infant b. child c. adult		
2.11 In accordance with current American Heart Association or American Red Cross standards, state the symptoms of choking and participate in a demonstration of the current procedure for clearing an obstructed airway for the following:		
a. infant b. child c. adult		
2.12 In accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series), state the different types of fractures and participate in a demonstration of the following techniques for treating them:		
a. immobilizing b. splinting		
2.13 In accordance with current USCG EMT Protocols, March 1992 and the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series), participate in a demonstration of the application of battle dressings to each of the following:		
a. sucking chest wound b. amputation c. protruding abdominal wound d. facial wound e. open fracture		
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<ul> <li>2.14 In accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series), participate in a demonstration of the following methods for transporting a person of average size:</li> <li>a. fireman's lift</li> </ul>		
b. tied hand crawl		
2.15 State the symptoms of and participate in a demonstration of the treatment for heat exhaustion in accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.16 Participate in a demonstration of the first aid treatment for heat stroke in accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.17 State the symptoms and participate in a demonstration of the treatment for hypothermia in accordance with Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.18 Participate in a demonstration of the procedure for the initial assessment of a victim in accordance with current USCG EMF Protocols, March 1992, and Emergency Care and Transportation of the Sick and Injured, Fifth Edition, as cited in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.19 As outlined in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series) and the Medical Manual COMDTINST M6000.1 (series), state the symptoms, causes, prevention of, and the responsibility for reporting the following sexually transmitted diseases:		
<ul><li>a. gonorrhea</li><li>b. syphilis</li><li>c. chlamydia</li><li>d. AIDS</li></ul>		
e. non-gonococcal urethritis		
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I. SURVIVAL		
2.01 Wearing a bathing suit, enter the water feet first from a minimum height of 1.5 meters and complete the following:		
<ul><li>a. Swim 100 meters unassisted within five minutes</li><li>b. Remain afloat unassisted for an additional five minutes.</li></ul>		
2.02 Don an anti-exposure coverall, enter the water and perform a survival float in accordance with Task BCM-01-02-ANY of the Boat Crew Qualification Guide, COMDTINST M16114.10(series) and A Pocket Guide to Cold Water Survival TFO 3131.6 (series).		
2.03 Using a standard Navy type Personal Floating Device (PFD) with collar and in accordance with the Coast Guard Rescue and Survival Systems Manual COMDTINST M10470.10 (series) and the Navy Seaman Course (NAVEDTRA 10120-J1), demonstrate the following procedures:		
<ul><li>a. don PFD (within 2 minutes)</li><li>b. remove PFD</li><li>c. prepare PFD for storage.</li></ul>		
2.05 In accordance with BCM-01-03-ANY through BCM-01-07-ANY of the Boat Crew Qualifications Guide - VOL I -Boat Crewman COMDTINST M16114.10 (series) and the CG Rescue and Survival Systems Manual, COMDTINST M10470.10 (series), identify and participate in a demonstration of the use of the following survival signaling equipment:		
<ul> <li>a. signal mirror</li> <li>b. signal kit MR79 (simulated)</li> <li>c. day and night distress signal MK13 (simulated)</li> <li>d. Personnel Marking Lights (PML) light and whistle.</li> <li>e. SDU-5/E strobe light</li> </ul>		
2.06 Demonstrate the steps required to manually launch a life raft in accordance with the Coast Guard Rescue and Survival Systems Manual COMDTINST M10470.10 (series) and the Boat Crew Seamanship Manual, COMDTINST M16114.5 (series).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
J. FITNESS, HEALTH AND WELLNESS		
2.01 Maintain personal hygiene as defined in the Syllabus of First Aid and Health Lesson Plans COMDTINST M6000.3 (series).		
2.02 State the elements of a personal wellness program, the role these elements play in maintaining an individual's health, and the difference between the wellness approach to health and traditional health care in accordance with The Cooper Institute for Aerobics Research Syllabus.		
2.03 In accordance with Principles and Labs for Physical Fitness and Wellness, 2nd ed., by Werner W. K. Hoeger, state the importance and benefits of physical fitness in the CG and the relevance of the following exercises:		
<ul><li>a. push-ups</li><li>b. pull-ups</li><li>c. abdominal crunches</li><li>d. back exercises</li></ul>		
2.04 Assisted by another crewmember, carry a portable pump kit (or a container with simulated equal weight) for a distance of 50 feet without placing it on the ground in accordance with Task BCM-01-01-ANY of the Boat Crew Qualifications Guide - VOL I - Boat Crewman CONDTINST M16114.10 (series).		
2.05 Perform a standing broad jump equal to your own height in accordance with the Boat Crew Qualifications Guide - VOL I - Boat Crewman COMDTINST M16114.10 (series) and the Physical Fitness and Swimming Exams Manual of Instructions for Examination Administrators, 1992, USCG Academy.		
2.06 Perform 20 push-ups or perform three underhand pull-ups (15 seconds flex-arm hang optional for women) in accordance with Task BCM-01-01-ANY of the Boat Crew Qualifications Guide - VOL I - Boat Crewman COMDTINST M16114.10 (series) and the Physical Fitness and Swimming Exams Manual of Instructions for Examination Administrators, 1992, USCG Academy.		
2.07 Perform forty curl-ups in accordance with Task BCM- 01-01-ANY of the Boat Crew Qualifications Guide - VOL I - Boat Crewman COMDTINST M16114.10 (series) and the Command Fitness Coordination Manual (NAVPERS 15612).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.08 In accordance with The Wellness Encyclopedia by the University of California, Berkeley (1991), participate in a demonstration of the following three basic back strengthening exercises:		
a. pelvic tilt b. lower back stretch c. cat stretch		
2.09 Run two miles in 17:00 minutes for men or 20:00 minutes for women in accordance with Principles and Labs for Physical Fitness and Wellness, 2nd ed., by Werner W. K. Hoeger.		
2.10 List the major food groups and state their nutritional role in a well-balanced diet in accordance with the Navy Nutrition and Weight Control Guide (NAVPERS 15602) and The Cooper Institute for Aerobics Research Syllabus.		
2.11 Given a list of foods, select those that are (a) low in fat and those that are (b) high in fat in accordance with the Navy Nutrition and Weight Control Guide (NAVPERS 15602), The Wellness Encyclopedia by the University of California and The Cooper Institute for Aerobics Research Syllabus.		
2.12 State the importance of caloric balance and controlling fat intake as they relate to body weight maintenance and body composition in accordance with the Navy Nutrition and Weight Control Guide (NAVPERS 15602), The Wellness Encyclopedia by the University of California and The Cooper Institute for Aerobics Research Syllabus.		
2.13 State the role of cholesterol in contributing to heart and blood vessel disease and the factors which affect the body's cholesterol levels in accordance with the Navy Nutrition and Weight Control Guide (NAVPERS 15602), The Wellness Encyclopedia by the University of California and The Cooper Institute for Aerobics Research Syllabus.		
2.14 State the health risks of smoking and using smokeless tobacco in accordance with the Wellness Encyclopedia by the University of California, Berkeley (1991), Smoking in Coast Guard Facilities COMDTINST 6280.1 (series), and American Cancer Society.		
2.15 State the detrimental physiological and psychological effects of alcohol abuse on personal performance in accordance with the Wellness Encyclopedia by the University of California, Berkeley (1991).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.16 State the detrimental physiological and psychological effects of the major controlled substances of abuse (marijuana, cocaine, narcotic drugs, amphetamines and hallucinogens) on personal performance and unit operations in accordance with Principles and Labs for Physical Fitness and Wellness, 2nd ed., by Werner W.K. Hoeger.		
2.17 State the major psychological and physiological effects of stress and the various ways of coping with stress in accordance with Homework in Counseling and Psychotherapy.		
2.18 State the six danger signs of suicide, the need for suicide prevention, and your role in preventing others from committing suicide in accordance with Suicide Among Young Adults and Why Suicide.		
2.19 State the importance of monthly breast self- examination (female) or testicular self-examination (male) in accordance with The Wellness Encyclopedia by the University of California, Berkeley (1991).		
2.20 Demonstrate on an anatomical model examination of the breast (female) or testicle (male) in accordance with The Wellness Encyclopedia by the University of California, Berkeley (1991).		
2.21 List the different contraceptives in accordance with The Wellness Encyclopedia by the University of California, Berkeley, (1991).		
K. COAST GUARD HISTORY AND TRADITIONS		
2.01 List the events in CG history that led up to the development of the Coast Guard from 1790 to the present as presented in the Coast Guardsman's Manual and Commandant's Bulletin 16-85.		
2.02 In accordance with the Coast Guardsman's Manual, describe the following multi-mission roles of the Coast Guard:		
<ul> <li>a. aids to navigation</li> <li>b. law enforcement</li> <li>c. military readiness</li> <li>d. environmental protection</li> <li>e. search and rescue</li> <li>f. boating safety</li> <li>g. CG Auxiliary</li> <li>h. ice operations</li> <li>i. Coast Guard Reserve</li> </ul>		
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IILITARY REQUIREMENTS (MRN)	INIT	DATE
2.03 In accordance with the The Coast Guardsman's Manual, Coast Guard		
Regulations COMDTINST M5000.3 (series), Medals and Awards Manual		
COMDTINST M1650.25 (series) and Merit Students Encyclopedia Volume		
16 Copyright 1987, identify the origins and significance of each item below:		
To copyright 1907, identity the origins and significance of each item below.		
a. the Ensign		
b. the Union Jack & Commissioning pennant		
c. the Standard		
d. Semper Paratus		
e. Seals and Emblems		
f. the Coast Guard stripe		
g. The Commandant		
h. Christening & commissioning		
i. Lifesaving Medal		
j. CG Medal		
k. Battle streamers		
Ancient Albatross		
m. Ancient Mariner		
n. gun salutes		
2.04 In accordance with the book "Guardians of the Sea" by Robert E. Johnson		
(1990), state the historical significance to the Coast Guard of the following		
people, ships, events or year:		
a. Douglas A. Munro		
b. Joshua James		
c. Alexander Hamilton		
d. Hopley Yeaton		
e. Elmer Stone		
f. USRC Harriet Lane		
g. CGC Tampa		
h. USRC Bear		
i. sinking of the Titanic		
j. 1915		
k. Prohibition		
I. SPAR		
2.05 In accordance with the Coast Guardsman's Manual, state the Coast Guard's		
role during the following conflicts:		
a. WWI		
b. WWII		
c. Korean War		
d. Vietnam		
e. Desert Shield/Storm		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
L. SAFETY AND OCCUPATIONAL HEALTH		
E. SALETTAINE GOODIATIONAL FIEACITI		
2.01 In accordance with Safety and Environmental Health Manual CCOMDTINST M3100.47 (series), CG Coatings and Colors Manual COMDTINST M10360.3 (series), The Coast Guardsman's Manual, The Small Arms Manual COMDTINST M8370.11A(series), the Electronics Manual COMDTINST M10550.25(series), the Naval Engineering Manual COMDTINST M9000.6(series), the Syllabus of First Aid and Health COMDTINST M6000.3, and the Code of Federal Regulations 33CFR159-7, 33CFR151-57, state the safety precautions necessary when working with or in the vicinity of:		
a. flammable liquids		
b. weapons, ammunition, and pyrotechnics		
c. electrical and electronic equipment		
d. compressed gases		
e. compressed air		
f. liquids under pressure g. steam		
h. lifelines, ladders and scaffolding		
i. heavy weight and moving equipment		
j. personnel aloft or over the side		
k. confined space entry		
I. cutting and welding operations		
m. power tools		
n. radio frequency and electromagnetic radiation		
o. suspended loads p. fiberglass and asbestos		
q. high noise level		
r. lines under tension		
s. rotating machinery		
t. caustic liquids		
u. marine sanitation systems		
v. heat and cold stress		
w. aircraft x. shipyards and dry-docks		
y. paints, solvents, and adhesives		
z. operating internal combustion engines in closed spaces		
ab. energizing and using electrical equipment in a		
space filled with explosive vapors		
ab. boarding or leaving small boats		
ac. sporting events		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.02 State the Coast Guard policy in accordance with the Personnel Manual COMDTINST M1000.6 (series), the Motor Vehicle Manual COMDTINST M11240.9 (series) and Driving Under the Influence of Intoxicants COMDTINST 5100.46 (series) concerning the following:		
<ul><li>a. use of seat belts in motor vehicles</li><li>b. use of helmets when riding a motorcycle</li><li>c. driving under the influence of alcohol or drugs</li></ul>		
2.03 Demonstrate the procedure for lifting heavy objects in accordance with The Coast Guardsman's Manual.		
2.04 Complete and submit a Hazardous Condition Notification Form CG-5082 in accordance with the Safety and Environmental Health Manual COMDTINST M5100.47 (series).		
2.05 In accordance with the Safety and Environmental Health Manual COMDTINST M5100.47 (series), the Naval Engineering Manual COMDTINST M9000.6 (series), and Shipboard Regulations Manual (CG 300.1 (series), and The Syllabus of First Aid and Health COMDTINST M6000.3 (series), participate in a demonstration of the use and maintenance of the following protective equipment:		
<ul> <li>a. ear protection</li> <li>b. eye protection</li> <li>c. hard hats</li> <li>d. protective clothing</li> <li>e. safety shoes</li> <li>f. PFD (work vest)</li> <li>g. hand protection</li> <li>h. respiratory protection</li> </ul>		
2.06 State the purpose of the Material Safety Data Sheet (MSDS) in accordance with Hazardous Communication for Workplace Materials COMDTINST 6260.21(series) as cited in the Safety and Environmental Health Manual COMDTINST MS100.47 (series).		
2.07 State the purpose of the "right to know" station for the Material Safety Data Sheet in accordance with the Safety and Environmental Health Manual COMDTINST M5100.47 (series).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.08 State the importance of properly filing the Material Safety Data Sheet (MSDS) in accordance with the Safety and Environmental Health Manual COMDTINST M5100.47 (series).		
2.09 Given a completed Material Safety Data Sheet (MSDS), identify the following:		
<ul><li>a. type of hazard presented by the chemical</li><li>b. required and recommended safety precautions</li><li>c. protective equipment to be used</li><li>d. information on how to contact the manufacturer</li></ul>		
M. DAMAGE CONTROL		
2.01 Define an individual's role in fire prevention as outlined in Naval Ships' Technical Manual, Chapter Chapter 079-Vol.2 Damage Control - Practical Damage Control (NSTM C9086-CN-CTM-02200).		
2.02 Define the following terms as outlined in Naval Ships' Technical Manual, Chapter 555, Firefighting-Ship.		
<ul> <li>a. Fire Hazards</li> <li>b. Flash Point</li> <li>c. Ignition Temperature</li> <li>d. Fire Point</li> <li>e. Spontaneous Combustion</li> <li>f. Auto ignition Temperature</li> <li>g. Vaporization</li> </ul>		
2.03 Define the "Fire Tetrahedron" and its application to fire prevention in accordance with Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
2.04 Describe the following as outlined in Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
<ul><li>a. Class of fire</li><li>b. How each class of fire is determined</li><li>c. Three ways heat can be transmitted</li><li>d. Method for extinguishing each class of fire</li></ul>		
2.05 Define how "Products of Combustion" relate to a health hazard as outlined in Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
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2.06 Demonstrate the procedures to follow upon discovery of a fire on a ship and ashore in accordance with the Safety and Environmental Health Manual COMDTINST M5100.47 (series), and Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
2.07 Given a group of different types of extinguishers, identify the appropriate extinguisher for each class of fire as outlined in Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
2.08 State the hazards associated with using portable fire extinguishers as outlined in Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
2.09 Participate on a firefighting team in accordance with Naval Ships' Technical Manual, Chapter 555, Firefighting - Ship.		
N. SMALL ARMS		
2.01 State the safety precautions in handling small arms as outlined in the Small Arms Manual COMDTINST M8370.11 (series).		
2.02 Demonstrate safe handling techniques of currently issued firearms in accordance with the Small Arms Manual COMDTINST M8370.11 (series).		
2.03 Load and unload the standard service rifle and pistol in accordance with the Small Arms Manual COMDTINST M8370.11 (series).		
2.04 Fire for qualification on the Coast Guard Basic Pistol Marksmanship Course (CGBPMC) in accordance with the Small Arms Manual COMDTINST M8370.11 (series).		
2.05 Fire the "CS 1000" Rifle Course (A) in accordance with the Small Arms Manual COND INST M8370.11 (series).		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
O. COAST GUARD ORGANIZATION		
2.01 State the purpose, function of, and the individual's responsibilities in following the chain of command in accordance with the Helmsman and the Coast Guard Organization Manual COMDTINST M5400.7D.		
2.02 State the role of the Master Chief Petty Officer of the Coast Guard (MCPOCG) in accordance with the Coast Guardsman's Manual and the Organization Manual (Coast Guard) COMDTINST M5400.7 (series).		
2.03 As outlined in the U.S. Coast Guard Work Life Beneficiary Guide, state the function of the following command support personnel:		
<ul> <li>a. Command Enlisted Advisor (CEA) Gold and Silver Badge CEA</li> <li>b. Ombudsman</li> <li>c. Chaplain</li> <li>d. Drug &amp; Alcohol Representative (DAR)</li> <li>e. Family Advocacy Representative (FAR)</li> <li>f. Mutual Assistance Representative</li> <li>g. Civil Rights Officer</li> <li>h. Voting Officer</li> </ul>		
2.04 State the function of the Coast Guard Auxiliary as presented in the Coast Guardsman's Manual. Same as "K-2.02".		
2.05 Define the general concept of Total Quality Management (TQM) and the Idea Express Program in accordance with the Coast Guard Total Quality Management Generic Organization COMDTINST 5224.7 (series) and the Idea Express Suggestion System COMDTINST M5305.4 (series).		
2.06 State the key points of the Code of Conduct in Executive Order 10631 dated Aug. 1955 (as amended).		
2.07 State the action taken by the unit during the following emergency drills as presented in the Coast Guardsman's Manual:		
a. Man Overboard b. Abandon Ship c. General Quarters d. Fire		
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P. VESSEL AND AIRCRAFT CHARACTERISTICS  2.01 When presented a picture, identify the following classes of vessels and aircraft in accordance with the Coast Guardsman's Manual:  a. Ice Breaker b. High Endurance Cutter c. Medium Endurance Cutter d. Patrol Boats e. Buoy Tender f. The CGC Eagle g. HC-130 h. HU-25 i. HH-60 j. HH-3 k. HH-65 l. 41-foot utility boat m. 44-foot motor life boat n. 47-foot motor life boat o. icebreaking tugs  2.02 In accordance with the Coast Guardsman's Manual and Buoyancy (NSTM 079 Vol. 1), define the following terms: a. draft b. freeboard c. beam d. displacement  Q. SURFACE PRESERVATION  2.01 State the care and use of paint brushes and rollers as stated in the Coating and Color Maul COMDTINST M10360.3 (series) and the Naval Engineering Manual COMDTINST M10360.3 (series)	MILITARY REQUIREMENTS (MRN)	INIT	DATE
aircraft in accordance with the Coast Guardsman's Manual:  a. Ice Breaker b. High Endurance Cutter c. Medium Endurance Cutter d. Patrol Boats e. Buoy Tender f. The CGC Eagle g. HC-130 h. HU-25 i. HH-60 j. HH-3 k. HH-65 l. 41-foot utility boat m. 44-foot motor life boat o. icebreaking tugs  2.02 In accordance with the Coast Guardsman's Manual and Buoyancy (NSTM 079 Vol. 1), define the following terms: a. draft b. freeboard c. beam d. displacement  Q. SURFACE PRESERVATION  2.01 State the care and use of paint brushes and rollers as stated in the Coating and Color Maul COMDTINST M10360.3 (series) and the Naval Engineering	P. VESSEL AND AIRCRAFT CHARACTERISTICS		
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and Color Maul COMDTINST M10360.3 (series) and the Naval Engineering	Q. SURFACE PRESERVATION		
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2.02 In accordance with the Coating and Color Manual COMDTINST M10360.3 (series) and Naval Engineering Manual COMDTINST M9000.6 (series), outline the standard techniques used in preparing and painting the following surfaces:		
a. wood b. steel c. aluminum		
2.03 State the corrosive effects on dissimilar metals in contact in a salt water environment as stated in the Coatings and Color Manual COMDTINST M10360.3 (series) and Naval Engineering Manual COMDTINST M9000.3 (series).		
2.04 Select the type of fittings, which should not be painted in accordance with Naval Engineering Manual COMDTINST M9000.6 (series) and The Coast Guardsman's Manual.		
R. SIGNALS AND COMMUNICATIONS		
2.01 Communicate on a sound powered circuit in accordance with the Sound-Powered Telephone Talkers Manual COMDTINST M9430.1 (series).		
2.02 Pronounce the phonetic alphabet and numbers 0 through 9 as stated in the Sound-Powered Telephone Talkers Manual COMDTINST M9430.1.		
2.03 Don, voice test, remove, and stow a sound powered headset as outlined in the Sound-Powered Telephone Talkers Manual COMDTINST M9430.1 (series).		
2.04 In accordance with Flags, Pennants and Customs (NTP 13 (series) and when presented with an example, state the function of the following flags and pennants:		
a. Bravo b. Oscar c. Prep d. SOPA e. Third Substitute f. Papa		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
S. WATCHSTANDING		
2.01 Stand the following watches in accordance with Regulations 1985 (Coast Guard) COMDTINST M5000.3 (series) and The Coast Guardsman's Manual:		
a. fire watch b. security		
2.02 State the duties, responsibilities and techniques of standing a lookout watch in accordance with the Boat Crew Seamanship Manual COMDTINST M16114.5 (series) and the Shipboard Lookout Manual (CG-414).		
2.03 State the General Orders and briefly explain each as prescribed in the Coast Guardsman's Manual.		
2.04 In accordance with the Naval Engineering Manual COMDTINST M9000.6 (series) and the unit's SOP, state the purpose of the following engineering watches:		
a. sounding b. security c. auxiliary d. throttle e. EOW f. oiler		
2.05 In accordance with the Shipboard Lookout Manual CG-414.0 (series) and the Boat Crew Seamanship Manual COMDTINST M6114.5(series)., state the importance of attaining proper night vision when going from lighted to darkened areas.		
T. ADMINISTRATION AND CLERICAL		
NONE		
U. TRAINING		
NONE		
V. LEADERSHIP AND SUPERVISION		
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MILITARY REQUIREMENTS (MRN)	INIT	DATE
2.01 State in general terms the standards of ethical conduct for Coast Guard employees embodied in 49 CFR Part 99 and COMDTINST 5370.8 (series).		
2.02 State in general terms the basic tenets of being a good follower as discussed in the article, "Followership: The Essence of Leadership", by Chris Lee (Training, v. 28) and "In Praise of Followers" by Robert E. Kelley (Harvard Business ReviewNov/Dec 1988).		
W. PUBLIC AFFAIRS		
2.01 List the four REQUIREMENTS for each Coast Guard member when dealing with the public in accordance with Section 1.D.7, Public Affairs Manual, COMDTINST M5728.2 (series).		
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